



**Michigan Supreme Court  
State Court Administrative Office**

**Trial Court Services Division**

Michigan Hall of Justice

P.O. Box 30048

Lansing, MI 48909

Phone: (517) 373-4835

DATE: January 26, 2006

TO: Circuit, District, and Probate Court Judges  
cc: Circuit Court Administrators, District Court Administrators/Clerks, and  
Probate Registers

FROM: Amy Byrd

RE: **Caseload Reporting System - Verification**

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To ensure that caseload data for Parts 1 and 2 are submitted and verified in a timely manner, the verification procedure has been revised. Effective today, the verification procedure will apply to Parts 1 and 2 and not to Part 4. All three parts of caseload data are due January 30, 2006, and verification for Parts 1 and 2 caseload data is due February 28, 2006.

If you have any questions, please contact me at 517-373-4864 or [byrda@courts.mi.gov](mailto:byrda@courts.mi.gov).

cc: Regional Offices  
Trial Court Services